

BUSING POLICY (BUS REGULATIONS)

Rule of Conduct on Buses

Pupils are under the jurisdiction of the school authorities from the time they board the bus to school until they leave the bus which returns them home. It is a privilege to ride on the school bus. If riders are not well-behaved and courteous, they endanger the health and safety of other riders and may be deprived of the privilege of riding. A bus driver's authority on the bus is comparable to that of a classroom teacher. East Longmeadow Public Schools reserves the right to assign students to specific seats.

1. Pupils are assigned to specific bus stops for transportation to and from school. Pupils are to be on time* at the location, are to respect the property of homeowners, are to stand back from the roadway and should refrain from horseplay while awaiting the arrival of the bus.
**Please allow +/- 10 minutes from designated time of pickup/discharge to actual time of pickup/discharge.*
2. Students can only board and depart the school bus at their individually assigned bus stop, as stated on their bus pass. If there is an emergency and the need for your child to get on at a different location, you must contact the Transportation Manager. If you have an emergency and your child needs to be dropped off at a different school bus stop (even if this is the same bus) you must contact your school's Principal and submit this in writing.
3. Food and/or drink are not to be consumed on the bus at any time. Because of food allergies, the "No Eating" policy is strictly enforced and includes home to school, athletic and field trip bus transportation. No Exceptions.
4. Pupils should wait for the bus to stop, board the bus promptly and take seats toward the rear of the bus (unless otherwise assigned by the driver) with the exception of kindergarten students. Enough seats are to be reserved at the front of the bus to accommodate kindergarten students.
5. Pupils should always face the front of the bus while seated, talk quietly, keep aisles free of all objects and refrain from any and all horseplay.
6. Windows are not to be opened without the permission of the driver. Emergency equipment should only be used upon instruction of the driver.
7. Smoking is prohibited at all times.
8. Only eligible and/or authorized students may ride assigned buses on assigned routes.
9. Bus drivers furnish school administrators with written notice of any minor rule infractions by students. These notices are referred to as "bus tickets." Tickets will be reviewed by the school administrator with the student. Appropriate disciplinary action will be taken and notification will be forwarded to the parent/guardian, the Superintendent's office and the issuing driver.
10. It is a safety violation for any large equipment or large band instruments to be loaded and transported on the bus with students. Large instruments and large equipment must be transported by other means.

All infractions are to be reported to the building Principal by the bus driver by the end of each day. Other persons having any complaint should put it in writing along with their signature and submit the grievance to the building Principal concerned. The Principal will then investigate the problem and take appropriate action.

Major infractions such as, but not limited to, vandalism, tampering with the emergency door or other safety equipment, consumption of alcohol, use of illegal drugs, fighting, the lighting of matches or other flammable items, or disrespect and insubordination to the driver will be dealt with on a single offense basis by the Principal and may result in an immediate loss of bus privileges, school disciplinary action, legal action, or all three.